

29 JAN 1979

NOTE FOR: Mr. Wortman

FROM : [REDACTED]

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Don:

1. Attached is a copy of our most recent issue of DDA Exchange.

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2. This magazine, sponsored by the DDA, has been published quarterly for 3 years, and is [REDACTED] here in the Washington area. It is distributed to each of the DDA Offices and Staffs, to the DDA careerists serving in other directorates, and to a few non-DDA careerists who have requested that they be on distribution.

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3. The lead article "COMMENT" is contributed by one of the senior officials of the Directorate or the Agency. In addition to Mr. Blake, COMMENT authors of the past include Admiral Turner, Mr. Bush, Mr. McMahon, and Dr. Bowie. May we initiate plans for the April issue on the assumption that you will COMMENT?

4. The length of COMMENT and the subject are left to the discretion of the author. However, since this will be one of your first opportunities to address all DDA careerists, you might want to take this occasion to describe your management theories and/or to outline your policy objectives.

5. To "be on the street" by mid-April, manuscripts should be submitted to Management & Assessment Staff by 2 March for compilation and forwarding to the Printing and Photography Division by 9 March.

Attachment:
January DDA Exchange

Distribution:

- Orig - Adse w/att
- 1 - DDA/MAS chrono
- 1 - Mg. Ed.
- ~~1~~ - Subj File

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